

From: [Young, Elizabeth L. \(EOIR\)](#)
To: [Hoogasian, Amy C. \(EOIR\)](#)
Cc: [McDaniel, Scott \(EOIR\)](#); [Jauregui, Maria \(EOIR\)](#); [Clay, Michael \(EOIR\)](#)
Subject: Status Docket
Date: Thursday, May 31, 2018 11:00:41 AM
Attachments: [Status Hearing Notice.docx](#)

Judge Hoogasian:

While Eric was here, we swapped notes on ideas for making our dockets more efficient. One thing I learned from him was how he managed his juvenile docket. He has established the special "status docket" that was floated a few months ago and said it was going well. I would like to propose a similar docket here for the juveniles and have tried to work out all the details below.

If a UAC files affirmatively with the AOs office or submits an SIJ application (and only after receipt notices have been provided), the case will be set to a status docket. I will start the status dates beginning January 2020 and set 40-50 cases per regular juvenile master session on the first of each month. I have drafted a hearing notice to be sent to the parties giving them the new day and a description of what to do. If the case is still pending 30 days prior to the date, it will be continued to a future status docket date. Otherwise, we'll move forward as appropriate. Each of these cases will be set with an adjournment code of 7A as they have in the past (one question I had was whether we could run a report to catch past cases with a 7A adjournment code on the juvenile docket).

What do you think? Any ways we could adjust? Any problems you see?

Thanks!
Elizabeth

**UNITED STATES DEPARTMENT OF JUSTICE
EXECUTIVE OFFICE FOR IMMIGRATION REVIEW
IMMIGRATION COURT
SAN FRANCISCO, CALIFORNIA**

A#:

DATE:

RE:

This notice is to inform you that the hearing in your case has been set for a status docket on [DATE]. You have presented evidence to the Court that you have a pending application before Citizenship and Immigration Services [CIS]. You are responsible for notifying the Court within 30 days of **any decision made by CIS**. You may submit a Motion to Continue within 60 days of the next hearing if your **application has not been adjudicated**. Further, either party may request that this case be transferred to a regular master calendar hearing schedule at any time. All motions should comply with the Immigration Court Practice Manual.

If you change your address or telephone number, you must notify the Immigration Court of your new address or telephone number within five days of the change. To change your address or telephone number, you must provide the Immigration Court in San Francisco the attached form EOIR-33/IC with your current address and telephone number. The Form EOIR-33/IC is also available at the San Francisco Immigration Court and on the Executive Office for Immigration Review's website at www.justice.gov/eoir.

If you do not appear at a scheduled hearing, you may be ordered removed in your absence. For information regarding your next hearing, or the general status of your case, call toll free 1-800-898-7180. More information is contained in the attached NOTICE OF HEARING.

Certificate of Service

This document was served by: Mail (M) Personal Service (P) Fax (F)

To: () Alien () Alien c/o Custodial Officer () Alien's Atty/Rep () DHS

Date: _____ By Court Staff: _____

Attachments: () EOIR-33 () EOIR-28 () Legal Services List () Other: _____

From: [Hoogasian, Amy C. \(EOIR\)](#)
To: [Young, Elizabeth L. \(EOIR\)](#)
Cc: [Jauregui, Maria \(EOIR\)](#); [McDaniel, Scott \(EOIR\)](#)
Subject: RE: Status Docket
Date: Monday, June 4, 2018 3:05:00 PM

Dear Judge Young,

Due to the BIA's recent case in *Castro-Tum* and our inability to administratively close in light of this case, we will have to become more active in following Footnote 7 in the January 17, 2018 Director's memo. To reiterate, the memo excludes "non-status" cases from court performance measures. As we have discussed at previous IJ meetings, any judge can create a special status docket to place status cases on such special docket monitoring the progress of those cases. The Chief Judge has emphasized that judges must ensure an application is **pending** (vs. in the process of being filed) before it may be moved to a status docket. Therefore you should ensure you have receipts prior to placing a case on a status docket. (Note: I recognize that you have emphasized you will follow such procedure below.) Maria or Scott should be able to run a report for the 7A's; we had some problems running those in the past but should be able to do it now. Please keep me apprised how this status docket works for you and thank you for being proactive and creative in handling your docket.

Amy

Amy C. Hoogasian
Assistant Chief Immigration Judge

From: Young, Elizabeth L. (EOIR)
Sent: Thursday, May 31, 2018 8:01 AM
To: Hoogasian, Amy C. (EOIR) <Amy.Hoogasian@EOIR.USDOJ.GOV>
Cc: McDaniel, Scott (EOIR) <Scott.McDaniel@EOIR.USDOJ.GOV>; Jauregui, Maria (EOIR) <Maria.Jauregui@EOIR.USDOJ.GOV>; Clay, Michael (EOIR) <Michael.Clay@EOIR.USDOJ.GOV>
Subject: Status Docket

Judge Hoogasian:

While Eric was here, we swapped notes on ideas for making our dockets more efficient. One thing I learned from him was how he managed his juvenile docket. He has established the special "status docket" that was floated a few months ago and said it was going well. I would like to propose a similar docket here for the juveniles and have tried to work out all the details below.

If a UAC files affirmatively with the AOs office or submits an SIJ application (and only after receipt notices have been provided), the case will be set to a status docket. I will start the status dates beginning January 2020 and set 40-50 cases per regular juvenile master session on the first of each month. I have drafted a hearing notice to be sent to the parties giving them the new day and a description of what to do. If the case is still pending 30 days prior to the date, it will be continued to a future status docket date. Otherwise, we'll move forward as appropriate. Each of these cases will be set with an adjournment code of 7A as they have in the past (one question I had was whether we could run a report to catch past cases with a 7A adjournment code on the juvenile docket).

What do you think? Any ways we could adjust? Any problems you see?

Thanks!

Elizabeth

From: [Cheng, Mary \(EOIR\)](#)
To: [Bartolomei, Jr. Rico \(EOIR\)](#); [Hooqasian, Amy C. \(EOIR\)](#); [Scala, Theresa M. \(EOIR\)](#); [Rooyani, Rodin \(EOIR\)](#); [Feldman, Irene \(EOIR\)](#); [Daugherty, Daniel J. \(EOIR\)](#); [Weiss, Daniel H. \(EOIR\)](#); [Martin, Clay N. \(EOIR\)](#); [Paul, Nancy J. \(EOIR\)](#); [Nadkarni, Deepali \(EOIR\)](#); [Weil, Jack \(EOIR\)](#); [McNulty, Sheila \(EOIR\)](#); [Mart, H. Kevin \(EOIR\)](#); [Sukkar, Elisa \(EOIR\)](#); [Laurent, Scott \(EOIR\)](#); [Grim, James \(EOIR\)](#)
Cc: [Maggard, Print \(EOIR\)](#); [Cheng, Mary \(EOIR\)](#); [Santoro, Christopher A \(EOIR\)](#); [Keller, Mary Beth \(EOIR\)](#)
Subject: Status docket overview
Date: Friday, August 17, 2018 10:45:34 AM
Attachments: [image001.png](#)
[Specialized Dockets Compiled.docx](#)
[Status Docket overview6618.docx](#)

Judges,

We are going to proceed with Status Docket as *Matter of L-A-B-R* has been decided. Attached are the documents you had previously received on June 14th while we were in Falls Church. Please review these documents. Prior to the implementation, Print and I will be having a meeting to discuss logistics. A meeting invite will follow shortly. Please do not disseminate these documents until after our meeting. Thank you.

Mary Cheng
Deputy Chief Immigration Judge



From: Cheng, Mary (EOIR)
Sent: Wednesday, June 6, 2018 1:00 PM
To: Maggard, Print (EOIR) <Print.Maggard@EOIR.USDOJ.GOV>; Murry, Anthony (EOIR) <Anthony.Murry@EOIR.USDOJ.GOV>; Santoro, Christopher A (EOIR) <Christopher.Santoro@EOIR.USDOJ.GOV>; Keller, Mary Beth (EOIR) <MaryBeth.Keller@EOIR.USDOJ.GOV>
Cc: Cheng, Mary (EOIR) <Mary.Cheng@EOIR.USDOJ.GOV>
Subject: Status docket overview

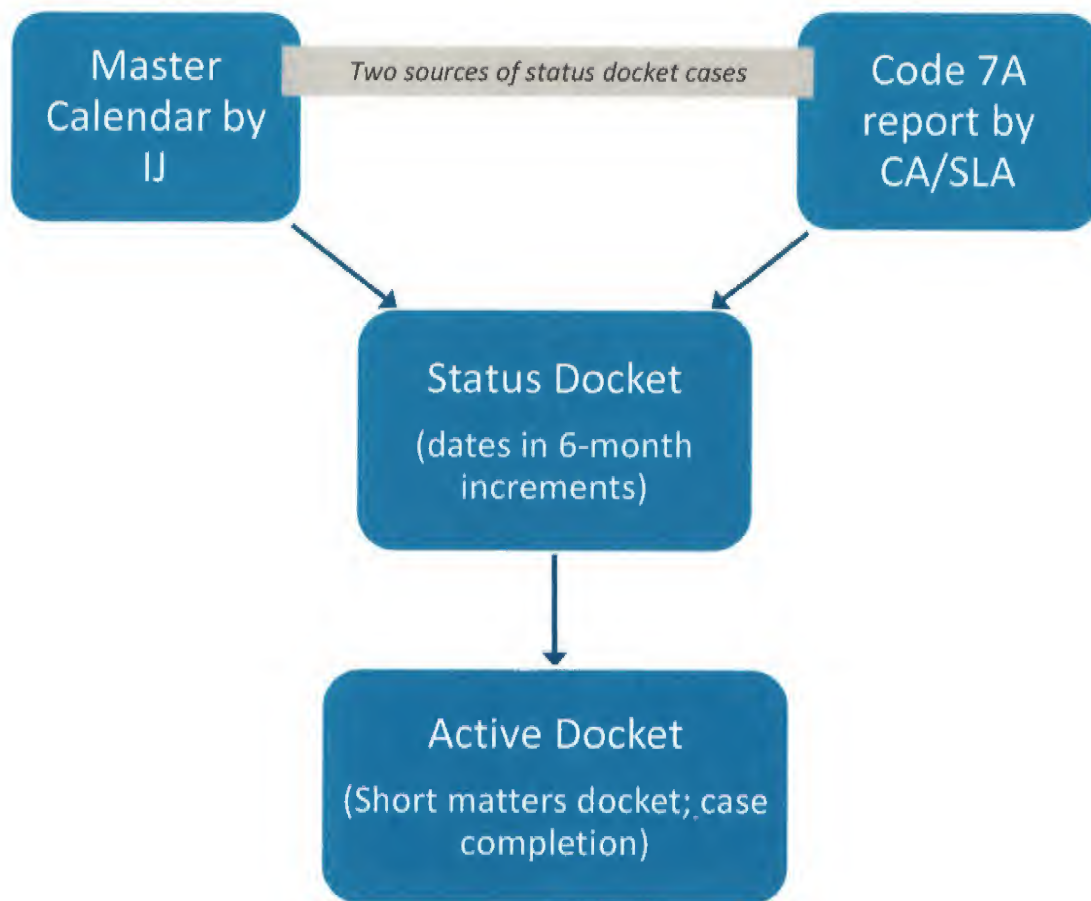
Judges,

Attached is a summary overview of the Status Docket. It explains how to establish the docket and the benefits of the docket. Some of the ACIJs are reluctant to implement and are unsure of how it should be implemented. I would like to share this overview with the ACIJs in advance of next week's conference so that we can discuss it. Also included is a listing of the Status Docket in each of the Courts. Please let me know if this meets with your approval and I will send it to the ACIJs.

Mary Cheng
Deputy Chief Immigration Judge

<u>No Specialized Dockets</u>	
<i>Need Review by ACIJ:</i> <ul style="list-style-type: none"> ▪ Denver ▪ Las Vegas ▪ Newark ▪ Phoenix ▪ San Juan 	<i>Has been reviewed but won't increase efficiency</i> <ul style="list-style-type: none"> ▪ Buffalo ▪ Harlingen ▪ Honolulu
<i>**Note: None of the detained courts are currently utilizing specialized dockets.</i>	
<u>No Status Docket</u>	
<i>Have Not Provided Information:</i> <ul style="list-style-type: none"> ▪ Arlington ▪ Baltimore ▪ Bloomington ▪ Charlotte ▪ Cleveland ▪ Detroit ▪ Imperial ▪ Krome ▪ Omaha ▪ Orlando (has identified cases but not said how they plan to implement docket) ▪ Philadelphia ▪ Portland ▪ San Antonio 	<i>Do Not Intend to Use:</i> <ul style="list-style-type: none"> ▪ Hartford
<u>Status Docket in Place</u>	
<ul style="list-style-type: none"> ▪ Atlanta ▪ Boston ▪ Chicago ▪ Dallas ▪ El Paso ▪ Eloy ▪ Houston ▪ Kansas City ▪ Los Angeles 	<ul style="list-style-type: none"> ▪ Memphis ▪ Miami ▪ New Orleans ▪ New York ▪ Salt Lake City ▪ San Diego ▪ San Francisco ▪ Seattle ▪ Tuscon

Status Docket



The status docket is intended to improve the efficiency and functionality of the Court, for use in conjunction with the other identified specialized dockets.

Benefits to Status Docket

- IJs will not need to preside over cases in a master calendar to repeatedly adjourn them.
- Allows for additional cases to be added to existing master calendars to meet the Court Performance measures issued by the Director in Jan. 2018, while not overburdening the docket.
- Status docket cases are exempt from the Court Performance measures.

Establishing a Status Docket

The docket must be maintained by a CA/SLA/LA team, with a designated IJ on rotation to rule on motions, review status updates, etc.

1. Create "Status Docket" IJ Code in CASE (*must be done by CA*).
2. Establish status docket hearing dates (i.e. every 6 months; more frequently for larger courts).
3. During regular master calendars, IJs should set aside any eligible 7A cases and inform the parties they will receive a status docket notice by mail.
4. ROPs forwarded to centralized location for status docket scheduling by designated LA(s).
5. The 7A report is generated by the CA using COGNOS: (b) (7)(E) [REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED])
6. Eligible cases taken from the 7A report can be reset onto the status docket, freeing up space for IJs on future master calendars.

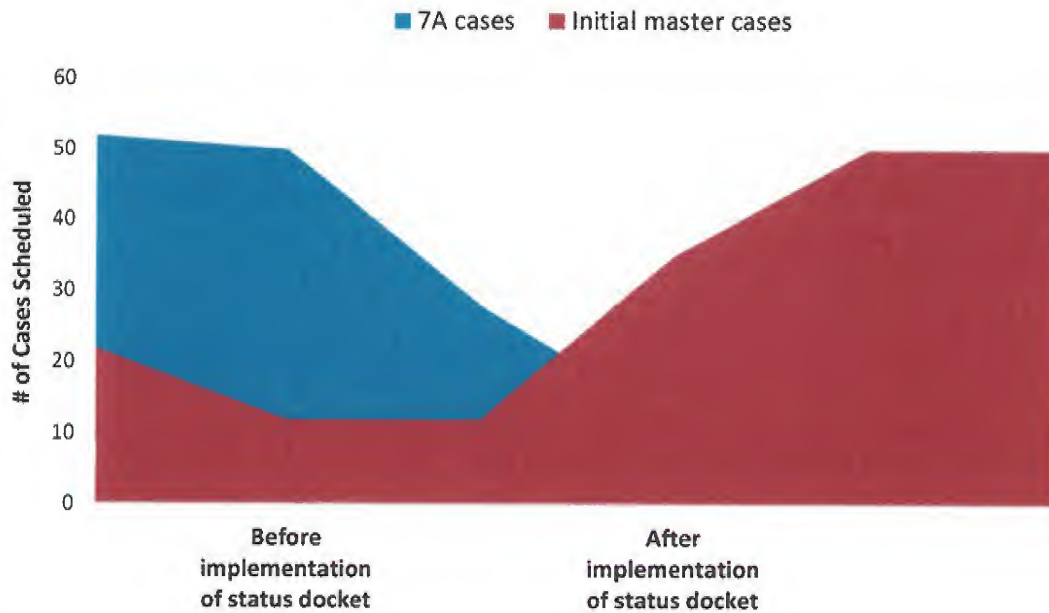
Quick checklist for pulling from 7A report:

- Must be currently set for a master calendar
- Most recent adjournment code must be 7A
- Must have an attorney listed, no pro se respondents

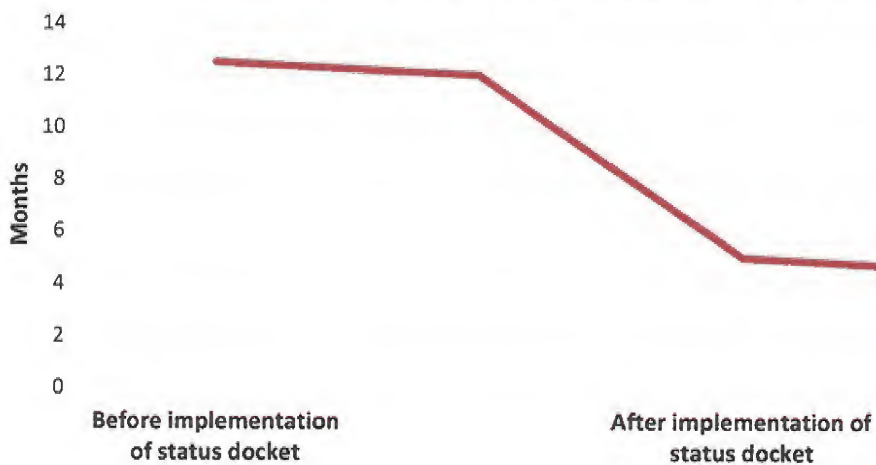
Scheduling & Managing the Docket

- A CASE identifier has been created in CASE to identify and track all status docket cases. LAs, when scheduling, select and add the "Status Docket" CASE monitoring code under the Case Info tab.
- Status docket notice (D6) should indicate one month call-up date for parties to inform the Court whether the case is ready to be returned to the active docket or remain on status docket (essentially, is the petition still pending?).
- Once status updates are received (1-2 months prior to hearing date) and reviewed by the IJ on rotation, cases are processed accordingly (returned to originating IJ or continued on status docket).
- Continuances on the status docket are done using adjournment code 7A.
- Motions filed are held for 10-15 days for possible opposition before returned to IJ for adjudication.
- Failure to submit a status docket update shall result in the case being returned to the active docket.
- When returning a case to the active docket:
 1. Remove the "status docket" CASE monitoring code under Case Info tab.
 2. Attach the case return cover sheet and indicate reason for return.
 3. Ensure use of correct adjournment code.

Sample Master Calendar Docket



NYC Immigration Court Reduction in Initial Master Calendar Wait Time*



*Wait time is defined as length of time between NTA received date and date of initial master calendar hearing.

Note: New York City has a pending caseload of 94,040 cases as of 6/6/2018.



Status Docket Case Return

Date: _____

To IJ: _____

A#: _____

From: ACIJ _____

- ☐ Petition approved; case returned for appropriate action.
- ☐ Motion has been filed & at least 15 days have passed with no opposition.
- ☐ Case ineligible for status docket. Please place back on active docket.
- ☐ Other: _____

U.S. DEPARTMENT OF JUSTICE
EXECUTIVE OFFICE FOR IMMIGRATION REVIEW
IMMIGRATION COURT

<AttorneyName>
<AttorneyAddress1>
<AttorneyAddress2>

FILE: <A#>

RE: <RespondentName>

NOTICE OF HEARING

This notice is to inform you that your case has been received by the Immigration Court in <CourtLocation>. Your case is being placed on the court's Status Docket of <Date> for the following reasons:

- An underlying visa petition is being adjudicated;
- A visa number is not yet available; or
- A petition is pending outside the jurisdiction of this court.

The Court orders that you provide a status of the application on or before _____.

If a status update is not received by that date, the case will be placed on the active docket and scheduled for a hearing.

Please note that either party may move for the case to return to the court's active docket at any time.

If you change your address or telephone number, you must notify the Immigration Court of your new address or telephone number within five days of the change. The form EOIR-33/IC can be obtained from the NEW YORK Immigration Court and is available on the Executive Office for Immigration Review's website at www.justice.gov/eoir. Correspondence from the Immigration Court, including hearing notices, will be sent to the most recent address you have provided. If you do not appear at a hearing, you may be ordered removed in your absence.

If you are the attorney or representative of record, it is your responsibility to advise your client of this information.

For information regarding the status of your case, call toll free 1-800-898-7180.

CERTIFICATE OF SERVICE

THIS DOCUMENT WAS SERVED BY: MAIL [M] PERSONAL SERVICE [P]
TO: [] ALIEN [] ALIEN c/o Custodial Officer [] ALIEN's ATT/REP [] DHS
DATE: _____ BY: COURT STAFF _____
Attachments: [] EOIR-33 [] EOIR-28 [] Legal Services List [] Other

D6

From: [Cheng, Mary \(EOIR\)](#)
To: [Bartolomei, Jr. Rico \(EOIR\)](#); [Daugherty, Daniel J. \(EOIR\)](#); [Rooyani, Rodin \(EOIR\)](#); [Laurent, Scott \(EOIR\)](#); [Hoogasian, Amy C. \(EOIR\)](#); [Scala, Theresa M. \(EOIR\)](#); [Feldman, Irene \(EOIR\)](#); [Weiss, Daniel H. \(EOIR\)](#); [Martin, Clay N. \(EOIR\)](#); [Mart, H. Kevin \(EOIR\)](#); [Sukkar, Elisa \(EOIR\)](#); [Grim, James \(EOIR\)](#); [Nadkarni, Deepali \(EOIR\)](#); [Weil, Jack \(EOIR\)](#); [McNulty, Sheila \(EOIR\)](#); [Paul, Nancy J. \(EOIR\)](#); [Owen, Sirce E. \(EOIR\)](#); [Doolittle, John R \(EOIR\)](#)
Cc: [Maggard, Print \(EOIR\)](#); [Akins, Kellie M. \(EOIR\)](#)
Subject: FW: Status docket Language-D6
Date: Tuesday, September 4, 2018 3:19:55 PM
Attachments: [image001.png](#)
[Status Docket Form.docx](#)
Importance: High

Judges,

Attached is a revised D6 for the Status Docket. I have requested that it be uploaded into CASE. In the meantime, it is attached for you to utilize in your courts. Thank you.

Mary Cheng
Deputy Chief Immigration Judge



From: Cheng, Mary (EOIR)
Sent: Tuesday, September 4, 2018 3:17 PM
To: Pasierb, Mark (EOIR) <Mark.Pasierb@EOIR.USDOJ.GOV>
Cc: Santoro, Christopher A (EOIR) <Christopher.Santoro@EOIR.USDOJ.GOV>; Maggard, Print (EOIR) <Print.Maggard@EOIR.USDOJ.GOV>; Cheng, Mary (EOIR) <Mary.Cheng@EOIR.USDOJ.GOV>
Subject: Status docket Language-D6
Importance: High

Mark,

Attached is a revised D6. Please have this version uploaded into CASE, so that the Courts can start using it in the field. This version replaces the current D6 form in CASE. Thank you.

Mary Cheng
Deputy Chief Immigration Judge



UNITED STATES DEPARTMENT OF JUSTICE
EXECUTIVE OFFICE FOR IMMIGRATION REVIEW
IMMIGRATION COURT

[COURT STREET ADDRESS]

[CITY, STATE, ZIP]

[OPTIONAL - FIRM NAME]

[ALIEN OR ATTORNEY NAME]

[ALIEN OR ATTORNEY STREET ADDRESS]

[CITY, STATE, ZIP]

FILE: A[ALIEN NUMBER]

RE: [ALIEN NAME]

NOTICE OF HEARING

This notice is to inform you that your case has been received by the Immigration Court in [CITY, STATE]. Your case is being placed on the court's Status Docket of [HEARING DATE] at [HEARING TIME] for the following reasons:

- An underlying visa petition is being adjudicated;
- A visa number is not yet available;
- Waiting action by another agency.

The Court orders that you provide a status of the application on or before [CALL UP DATE]. When the court receives the status update, you will be sent a new notice of hearing for the status or active docket (as applicable). If you do not receive a new notice of hearing, or if you fail to submit a status update, this case will be heard on [HEARING DATE] and you must be present for the hearing.

Please note that either party may move for the case to return to the court's active docket at any time.

If you change your address or telephone number, you must notify the Immigration Court of your new address or telephone number within five days of the change. The form EOIR-33/IC can be obtained from the [CITY] Immigration Court and is available on the Executive Office for Immigration Review's website at www.justice.gov/eoir. Correspondence from the Immigration Court, including hearing notices, will be sent to the most recent address you have provided. If you do not appear at a hearing, you may be ordered removed in your absence.

If you are the attorney or representative of record, it is your responsibility to advise your client of this information.

For information regarding the status of your case, call toll free 1-800-898-7180.

CERTIFICATION OF SERVICE

THIS DOCUMENT WAS SERVED BY: MAIL (M) PERSONAL SERVICE (P)

TO: [] ALIEN [] ALIEN c/o Custodial Officer [] ALIEN's ATT/REP [] DHS

DATE: _____ BY: COURT STAFF

Attachments: [] EOIR-33 [] EOIR-28 [] Legal Services List [] Other

From: [McDaniel, Scott \(EOIR\)](#)
To: [Hoogasian, Amy C. \(EOIR\)](#); [Jauregui, Maria \(EOIR\)](#)
Subject: Status Docket Forms
Date: Thursday, September 13, 2018 5:11:26 PM
Attachments: [SFR Status Docket Forms.docx](#)

Judge/Maria:

Please see attached my initial drafts of the status docket case transfer forms.
Please let me know of any changes/additions you wish to be included.
Thanks:

Scott McDaniel
Deputy Court Administrator
San Francisco Immigration Court
100 Montgomery Street, Suite 800
San Francisco, California 94104
(b) (6)
(F) 415.544.9945

SFR Status Docket Case Transfer



Date: _____

To Status Docket: Adult (SD1) / Juvenile (SDJ)

A# _____

From IJ: _____

- ☐ I-130 visa petition pending with USCIS
- ☐ I-601 waiver pending with USCIS
- ☐ U visa application pending with USCIS
- ☐ Case referred to DHS/AO under TVPRA
- ☐ Other: _____
- ☐ Estimated time needed for DHS to adjudicate the petition/application _____

SFR Status Docket Case Return



Date: _____

To IJ: _____ A# _____

From: _____

- ☐ Petition approved; case returned for appropriate action.
- ☐ Motion has been filed with no opposition received
- ☐ Case ineligible for status docket. Please place back on active docket.
- ☐ Other: _____

From: [McDaniel, Scott \(EOIR\)](#)
To: [Hoogasian, Amy C. \(EOIR\)](#); [Jauregui, Maria \(EOIR\)](#)
Subject: Status Docket Instructions **DRAFT**
Date: Tuesday, September 18, 2018 12:33:39 PM
Attachments: [SFR Status Docket Case Transfer Sheet.docx](#)

Judge:

Below please see my draft email to the IJs regarding status docket transmittal. Please let me know of changes you wish made and I will then send it out to the IJs.

OCIJ has asked us to implement special status dockets for cases awaiting adjudication of a DHS application/petition. The process outlined herein removes cases coded with a 7A or 7B adjournment from ongoing master reset dockets and stores them separately under a special status docket IJ code, unscheduled for hearing, and with a call-up for an update on the status of the application/petition. If the respondent provides an application/petition grant or denial in advance of the assigned call-up the case is returned to the IJ to schedule back on their docket. If in meeting the call-up the respondent advises the application/petition is still pending at DHS, the call-up is extended to a later date. This system will allow for greater master reset availability on your dockets to be able to handle the cases that are solely before the jurisdiction of the court. To begin with this new process, Judge Hoogasian will review the call-ups to determine if they should return to the active docket or if they should remain on the status docket. In the future, other IJs may be asked to review the call-ups. Cases coded with a 7A or 7B and appropriately placed on the status docket are exempt from case completion goals.

Referring a case to the status docket is relatively easy:

- The IJ should have a visa petition receipt notice or other indication the case is pending before a DHS component and adjourn the current hearing with a code 7A or 7B (whichever applies)
- Advise the parties the case will be placed on the status docket and that a notice of a call-up date will be sent to them shortly
- Route the ROP with the attached cover sheet filled out to Scott

Thanks:

Scott McDaniel
Deputy Court Administrator
San Francisco Immigration Court
100 Montgomery Street, Suite 800
San Francisco, California 94104
(b) (6)
(F) 415.544.9945

SFR Status Docket Case Transfer



Date: _____

To Status Docket: Adult (SD1) / Juvenile (SDJ)

A# _____

From IJ: _____

- ☐ I-130 visa petition pending with USCIS
- ☐ I-601 waiver pending with USCIS
- ☐ U visa application pending with USCIS
- ☐ Case referred to DHS/AO under TVPRA
- ☐ Other: _____
- ☐ Estimated time needed for DHS to adjudicate the petition/application _____

From: [McDaniel, Scott \(EOIR\)](#)
To: [Aquino, Marites \(EOIR\)](#); [Murphy, Rebecca V. \(EOIR\)](#); [Long, Amy \(EOIR\)](#); [Tran, Anna \(EOIR\)](#); [Jauregui, Maria \(EOIR\)](#); [Burch, Valerie A. \(EOIR\)](#); [Deiss, Ila C. \(EOIR\)](#); [Elgueroa, Laura C. \(EOIR\)](#); [Geisse, Loreto S. \(EOIR\)](#); [Greene, Charles S. \(EOIR\)](#); [Hayward, Miriam \(EOIR\)](#); [Hoogasian, Amy C. \(EOIR\)](#); [Jackson, Jacqueline J. \(EOIR\)](#); [Johnson, Jeremiah \(EOIR\)](#); [Maggard, Print \(EOIR\)](#); [Marks, Dana \(EOIR\)](#); [Morwood, Dion A. \(EOIR\)](#); [Nelson, Julie L. \(EOIR\)](#); [O'Brien, Patrick S. \(EOIR\)](#); [Park, Joseph Y. \(EOIR\)](#); [Paulino, Robin K. \(EOIR\)](#); [Picton, Cory M. \(EOIR\)](#); [Ramirez, Laura \(EOIR\)](#); [Savage, Patrick S. \(EOIR\)](#); [Shugall, Ilyce \(EOIR\)](#); [Star, Shadee M. \(EOIR\)](#); [Swink, Arwen A. \(EOIR\)](#); [Young, Elizabeth L. \(EOIR\)](#)
Subject: Email Version of Status Docket Information
Date: Wednesday, September 19, 2018 1:04:36 PM
Attachments: [SFR Status Docket Forms.docx](#)

All:

Several have asked the information I sent in the meeting request be sent by email so it is easier to find in Outlook. Please see below.

Judges:

The information below is intended for the judges hearing a non-detained docket and is for informational purposes only for those that hear a detained docket.

OCIJ has asked us to implement a single special status docket for cases awaiting adjudication of a DHS application/petition. The process outlined herein removes cases coded with a 7A or 7B adjournment from ongoing master reset dockets and stores them separately under a special status docket IJ code, unscheduled for hearing, and with a call-up for an update on the status of the application/petition. Once the respondent provides an application/petition grant or denial in advance of the assigned call-up, the case is returned to the IJ to schedule back on their docket for immediate scheduling and adjudication of the matter. If in meeting the call-up the respondent advises the application/petition is still pending at DHS, the call-up is extended to a later date. If the attorney fails to file a status update, the case is returned to the judge's docket. This system will allow for greater master reset availability on your dockets to be able to handle the cases that are solely before the jurisdiction of the court. Please note the status docket only applies to **represented** respondents; *pro se* respondents should remain on the judge's master calendar.

To begin this new process, Judge Hoogasian will review the call-ups to determine if they should return to the active docket or if they should remain on the status docket. In the future, other IJs may be asked to review the call-ups. Cases coded with a 7A or 7B and appropriately placed on the status docket are exempt from case completion goals.

Referring a case to the status docket is relatively easy:

- The IJ should have a visa petition receipt notice or other indication the case is pending before a DHS component and adjourn the current hearing with a code 7A or 7B (whichever applies)
- Advise the parties the case will be placed on the status docket and that a notice of a call-up date will be sent to them shortly
- Route the ROP with the attached cover sheet (SFR Status Docket Case

Transfer) filled out to Scott

We will have an informational meeting to discuss questions or concerns you may have on Tuesday, September 25th at 11:30am. Please attend if you are able.

Thanks:

Scott

Scott McDaniel

Deputy Court Administrator

San Francisco Immigration Court
100 Montgomery Street, Suite 800
San Francisco, California 94104

(b) (6)

(F) 415.544.9945

SFR Status Docket Case Transfer



Date: _____

To Status Docket: Adult (SD1) / Juvenile (SDJ)

A# _____

From IJ: _____

- ☐ I-130 visa petition pending with USCIS
- ☐ I-601 waiver pending with USCIS
- ☐ U visa application pending with USCIS
- ☐ Case referred to DHS/AO under TVPRA
- ☐ Other: _____
- ☐ Estimated time needed for DHS to adjudicate the petition/application _____

SFR Status Docket Case Return



Date: _____

To IJ: _____

A# _____

From: _____

- ☐ Petition approved; case returned for appropriate action.
- ☐ Motion has been filed with no opposition received
- ☐ Case ineligible for status docket. Please place back on active docket.
- ☐ Other: _____

From: [McDaniel, Scott \(EOIR\)](#)
To: [All of San Francisco \(EOIR\)](#)
Subject: Status Docket Procedures
Date: Wednesday, September 26, 2018 11:10:19 AM
Attachments: [SFR Status Docket Forms.docx](#)
[Sample D6 notice.pdf](#)

Good Morning:

The information below is intended for non-detained cases only. Detained cases are not eligible for the status docket

OCIJ has asked us to implement a single special status docket for cases awaiting adjudication of a DHS application/petition. The process outlined herein removes cases coded with a 7A or 7B adjournment from ongoing master reset dockets and stores them separately under a special status docket IJ code, unscheduled for hearing, and with a call-up for an update on the status of the application/petition. Once the respondent provides an application/petition grant or denial in advance of the assigned call-up, the case is returned to the IJ to schedule back on their docket for immediate scheduling and adjudication of the matter. If in meeting the call-up the respondent advises the application/petition is still pending at DHS, the call-up is extended to a later date. If the attorney fails to file a status update, the case is returned to the judge's docket. This system will allow for greater master reset availability on your dockets to be able to handle the cases that are solely before the jurisdiction of the court. Please note the status docket only applies to **represented** respondents; *pro se* respondents should remain on the judge's master calendar.

To begin this new process, Judge Hoogasian will review the call-ups to determine if they should return to the active docket or if they should remain on the status docket. In the future, other IJs may be asked to review the call-ups. Cases coded with a 7A or 7B and appropriately placed on the status docket are exempt from case completion goals.

Referring a case to the status docket is relatively easy:

- The IJ should have a visa petition receipt notice or other indication the case is pending before a DHS component and adjourn the current hearing with a code 7A or 7B (whichever applies)
- Advise the parties the case will be placed on the status docket and that a notice of a call-up date will be sent to them shortly
- Route the ROP with the attached cover sheet (SFR Status Docket Case Transfer) filled out to Scott

I have attached a copy of a sample D6 notice sent to the parties to advise them of the status docket transfer.

STAFF:

The judges have already been given this information and had an informational

meeting to discuss details. Your duties with regards to cases that qualify for status docket are simply to forward the ROPs to me. You should not take any steps in CASE. Judges have been told that motions to continue due to a pending application before DHS can be routed directly to me once the IJ has signed the motion granting the continuance. I can serve the order along with the notification. **Please provide a supply of the first page of the first attachment in the judge's courtroom and chambers for their use.**

Please let me know if you have any questions.

Thanks:

Scott McDaniel
Deputy Court Administrator

San Francisco Immigration Court
100 Montgomery Street, Suite 800
San Francisco, California 94104

(b) (6)

(F) 415.544.9945

SFR Status Docket Case Transfer



Date: _____

To Status Docket: Adult (SD1) / Juvenile (SDJ)

A# _____

From IJ: _____

- ☐ I-130 visa petition pending with USCIS
- ☐ I-601 waiver pending with USCIS
- ☐ U visa application pending with USCIS
- ☐ Case referred to DHS/AO under TVPRA
- ☐ Other: _____
- ☐ Estimated time needed for DHS to adjudicate the petition/application _____

SFR Status Docket Case Return



Date: _____

To IJ: _____

A# _____

From: _____

- ☐ Petition approved; case returned for appropriate action.
- ☐ Motion has been filed with no opposition received
- ☐ Case ineligible for status docket. Please place back on active docket.
- ☐ Other: _____

U.S. DEPARTMENT OF JUSTICE
EXECUTIVE OFFICE FOR IMMIGRATION REVIEW
IMMIGRATION COURT
100 MONTGOMERY ST., SUITE 800
SAN FRANCISCO, CA 94104

Atty Name
Atty Address

FILE: AXXX-XXX-XXX

RE: Respondent name

NOTICE OF HEARING

This notice is to inform you that your case has been received by the Immigration Court in SAN FRANCISCO, CA. Your case is being placed on the court's Status Docket of **Date generated by CASE** for the following reasons:

- An underlying visa petition is being adjudicated;
- A visa number is not yet available; or
- A petition is pending outside the jurisdiction of this court.

The Court orders that you provide a status of the application on or before **Designated call-up date**.

If a status update is not received by that date, the case will be placed on the active docket and scheduled for a hearing.

Please note that either party may move for the case to return to the court's active docket at any time.

If you change your address or telephone number, you must notify the Immigration Court of your new address or telephone number within five days of the change. The form EOIR-33/IC can be obtained from the SAN FRANCISCO Immigration Court and is available on the Executive Office for Immigration Review's website at www.justice.gov/eoir. Correspondence from the Immigration Court, including hearing notices, will be sent to the most recent address you have provided. If you do not appear at a hearing, you may be ordered removed in your absence.

If you are the attorney or representative of record, it is your responsibility to advise your client of this information.

For information regarding the status of your case, call toll free 1-800-898-7180.

CERTIFICATE OF SERVICE

THIS DOCUMENT WAS SERVED BY: MAIL [M] PERSONAL SERVICE [P]
TO: [] ALIEN [] ALIEN c/o Custodial Officer [] ALIEN's ATT/REP [] DHS
DATE: BY: COURT STAFF
Attachments: [] EOIR-33 [] EOIR-28 [] Legal Services List [] Other

From: [McDaniel, Scott \(EOIR\)](#)
To: [Hoogasian, Amy C. \(EOIR\)](#); [Jauregui, Maria \(EOIR\)](#)
Subject: RE: Status Docket-SFR
Date: Tuesday, October 2, 2018 2:31:31 PM

Judge:

I've done a limited review of the cases on the list and many are not eligible. This report is better but still wonky. That said, we could provide the listing to the IJs and have them work through it as they have time to determine if the cases should go to the SD.

Thanks:

Scott

From: Hoogasian, Amy C. (EOIR)
Sent: Monday, October 01, 2018 12:04 PM
To: Jauregui, Maria (EOIR) <Maria.Jauregui@EOIR.USDOJ.GOV>; McDaniel, Scott (EOIR) <Scott.McDaniel@EOIR.USDOJ.GOV>
Subject: Status Docket-SFR
Importance: High

Maria and Scott:

Jake Syverson ran the attached report for potential status docket cases and came up with the attached report – around 750 cases. Please review and if these are cases we can add to the docket, let's do it. If you need Jake and Kellie to come out to SF to handle it that is an option as well.

Amy

Amy C. Hoogasian
Assistant Chief Immigration Judge

From: [McDaniel, Scott \(EOIR\)](#)
To: [Burch, Valerie A. \(EOIR\)](#); [Deiss, Ila C. \(EOIR\)](#); [Figueroa, Laura C. \(EOIR\)](#); [Geisse, Loreto S. \(EOIR\)](#); [Greene, Charles S. \(EOIR\)](#); [Hayward, Miriam \(EOIR\)](#); [Hoogasian, Amy C. \(EOIR\)](#); [Jackson, Jacqueline J. \(EOIR\)](#); [Johnson, Jeremiah \(EOIR\)](#); [Maggard, Print \(EOIR\)](#); [Marks, Dana \(EOIR\)](#); [Morwood, Dion A. \(EOIR\)](#); [Nelson, Julie L. \(EOIR\)](#); [O'Brien, Patrick S. \(EOIR\)](#); [Park, Joseph Y. \(EOIR\)](#); [Paulino, Robin K. \(EOIR\)](#); [Picton, Cory M. \(EOIR\)](#); [Ramirez, Laura \(EOIR\)](#); [Savage, Patrick S. \(EOIR\)](#); [Shugall, Ilvce \(EOIR\)](#); [Star, Shadee M. \(EOIR\)](#); [Swink, Arwen A. \(EOIR\)](#); [Young, Elizabeth L. \(EOIR\)](#)
Subject: FW: Potential Status Docket Cases
Date: Tuesday, October 2, 2018 5:01:46 PM

Judges:

I'm sharing the email below from Judge Deiss as an example of potential issues with status docket eligibility from the listing I sent. The case she references appears on the listing because 7A was once an adjournment code used in resetting the case. For whatever reason, that adjournment became irrelevant and the case proceeded on 42B and is now reserved and in the queue. The report will show a pending case that has used the 7A/7B at some point in its history, so please look carefully at the cases should you choose to scrub the list.

Thanks:

Scott

From: Deiss, Ila C. (EOIR)
Sent: Tuesday, October 02, 2018 1:01 PM
To: McDaniel, Scott (EOIR) <Scott.McDaniel@EOIR.USDOJ.GOV>
Subject: RE: Potential Status Docket Cases

EXCITING!

(b) (6) is listed as being with 42b cap files so I think might be wrongly coded?

Ila C. Deiss
United States Immigration Judge
100 Montgomery St., Ctrm 9
San Francisco, CA 94104

(b) (6)

From: McDaniel, Scott (EOIR)
Sent: Tuesday, October 02, 2018 12:18 PM
To: Burch, Valerie A. (EOIR) <Valerie.Burch@EOIR.USDOJ.GOV>; Deiss, Ila C. (EOIR) <Ila.Deiss@EOIR.USDOJ.GOV>; Figueroa, Laura C. (EOIR) <Laura.Figueroa@EOIR.USDOJ.GOV>; Geisse, Loreto S. (EOIR) <Loreto.Geisse@EOIR.USDOJ.GOV>; Greene, Charles S. (EOIR) <Charles.Greene@EOIR.USDOJ.GOV>; Hayward, Miriam (EOIR) <Miriam.Hayward@EOIR.USDOJ.GOV>; Hoogasian, Amy C. (EOIR) <Amy.Hoogasian@EOIR.USDOJ.GOV>; Jackson, Jacqueline J. (EOIR) <Jacqueline.Jackson@EOIR.USDOJ.GOV>; Johnson, Jeremiah (EOIR) <Jeremiah.Johnson@EOIR.USDOJ.GOV>; Maggard, Print (EOIR) <Print.Maggard@EOIR.USDOJ.GOV>; Marks, Dana (EOIR) <Dana.Marks@EOIR.USDOJ.GOV>; Morwood, Dion A. (EOIR) <Dion.Morwood@EOIR.USDOJ.GOV>; Nelson, Julie L. (EOIR) <Julie.Nelson@EOIR.USDOJ.GOV>;

O'Brien, Patrick S. (EOIR) <Patrick.O'Brien@EOIR.USDOJ.GOV>; Park, Joseph Y. (EOIR) <Joseph.Park@EOIR.USDOJ.GOV>; Paulino, Robin K. (EOIR) <Robin.Paulino@EOIR.USDOJ.GOV>; Picton, Cory M. (EOIR) <Cory.Picton@EOIR.USDOJ.GOV>; Ramirez, Laura (EOIR) <Laura.Ramirez@EOIR.USDOJ.GOV>; Savage, Patrick S. (EOIR) <Patrick.Savage@EOIR.USDOJ.GOV>; Shugall, Ilyce (EOIR) <Ilyce.Shugall@EOIR.USDOJ.GOV>; Star, Shadee M. (EOIR) <Shadee.Star@EOIR.USDOJ.GOV>; Swink, Arwen A. (EOIR) <Arwen.Swink@EOIR.USDOJ.GOV>; Young, Elizabeth L. (EOIR) <Elizabeth.Young@EOIR.USDOJ.GOV>
Cc: Jauregui, Maria (EOIR) <Maria.Jauregui@EOIR.USDOJ.GOV>
Subject: Potential Status Docket Cases

Good Morning:

Now that we're well underway with the status docket I am throwing myself out there for more punishment...attached please find a listing of cases that POTENTIALLY could qualify for the status docket. I say potentially because I believe the report contains some errors based on a random sampling reviewed. However, should you wish to be proactive, you can review the cases to see if they are eligible for the status docket and then refer them to me if they meet the criteria. Please note the first cases are the SFJ (juvenile) cases heard by judges Jackson and Young. Subsequent to that is the full listing for SFR.

Thanks:

Scott McDaniel
Deputy Court Administrator

San Francisco Immigration Court
100 Montgomery Street, Suite 800
San Francisco, California 94104

(b) (6)

(F) 415.544.9945

From: [Cheng, Mary \(EOIR\)](#)
To: [McDaniel, Scott \(EOIR\)](#)
Cc: [Hoogasian, Amy C. \(EOIR\)](#); [Jauregui, Maria \(EOIR\)](#); [Maggard, Print \(EOIR\)](#)
Subject: Re: Status Docket Update
Date: Friday, November 30, 2018 5:49:48 PM

Scott,

Got it. I will look into the form. Have a nice weekend. Thank you.

Mary Cheng
Deputy Chief Immigration Judge

On Nov 30, 2018, at 5:22 PM, McDaniel, Scott (EOIR)
<Scott.McDaniel@EOIR.USDOJ.GOV> wrote:

Judge:

Agreed. Maybe it's a local issue to us, but we have hundreds (if not more) of families in which the mother entered the US months before she turned 18 and brings her newborn with her, so both qualify to apply under TVPRA and thus go together to the status docket under a single asylum application with the child as a derivative.

Thanks:

Scott.

From: Cheng, Mary (EOIR)
Sent: Friday, November 30, 2018 1:47 PM
To: McDaniel, Scott (EOIR) <Scott.McDaniel@EOIR.USDOJ.GOV>
Cc: Hoogasian, Amy C. (EOIR) <Amy.Hoogasian@EOIR.USDOJ.GOV>; Jauregui, Maria (EOIR) <Maria.Jauregui@EOIR.USDOJ.GOV>
Subject: Re: Status Docket Update

Scott,

Do all the family members have their own petition pending with USCIS? If not, the family member has to be severed out. We have many cases where the minor is separated from the lead adult's case because the adult is seeking asylum while the minor has a 360 pending with USCIS. Only the minor can be moved to the status docket.

Mary Cheng
Deputy Chief Immigration Judge

On Nov 30, 2018, at 1:59 PM, McDaniel, Scott (EOIR)
<Scott.McDaniel@EOIR.USDOJ.GOV> wrote:

Judge Cheng:

I wanted to write to give you an update on the status docket for San Francisco and suggest some possible modifications that may help with added efficiency in processing the cases. The status docket in SFR has been a huge success with almost 600 cases moved to the docket to date. The judges like it and overall it's easier for staff to return a case from the status docket than deal with an admin closure that's gone to FRC and needs to be retrieved. I wanted to suggest the creation of a D6 hearing notice for family cases similar to the T3 we use for noticing families for hearing. We get many family cases that get referred to the status docket and have to edit each D6 notice to add the riders. Also, most of the referrals to the status docket come via "motion to set to status docket". There is no motion option for that in motions tracking so they are not being credited to the IJs in their performance measures. Ideally, I think there should be a motion option for status docket referrals as well as for status docket returns. Thanks again for all your assistance in implementing this program in San Francisco.
Sincerely:

Scott McDaniel
Deputy Court Administrator
San Francisco Immigration Court
100 Montgomery Street, Suite 800
San Francisco, California 94104
(b) (6)
(F) 415.544.9945

From: [McDaniel, Scott \(EOIR\)](#)
To: [Burch, Valerie A. \(EOIR\)](#); [Deiss, Ila C. \(EOIR\)](#); [Figueroa, Laura C. \(EOIR\)](#); [Gambill, Scott D. \(EOIR\)](#); [Geisse, Loreto S. \(EOIR\)](#); [Greene, Charles S. \(EOIR\)](#); [Hayward, Miriam \(EOIR\)](#); [Hoogasian, Amy C. \(EOIR\)](#); [Jackson, Jacqueline J. \(EOIR\)](#); [Johnson, Jeremiah \(EOIR\)](#); [Maggard, Print \(EOIR\)](#); [Marks, Dana \(EOIR\)](#); [Morwood, Dion A. \(EOIR\)](#); [Nelson, Julie L. \(EOIR\)](#); [O'Brien, Patrick S. \(EOIR\)](#); [Park, Joseph Y. \(EOIR\)](#); [Paulino, Robin K. \(EOIR\)](#); [Picton, Cory M. \(EOIR\)](#); [Ramirez, Laura \(EOIR\)](#); [Savage, Patrick S. \(EOIR\)](#); [Shugall, Ilyce \(EOIR\)](#); [Star, Shadee M. \(EOIR\)](#); [Swink, Arwen A. \(EOIR\)](#); [Young, Elizabeth L. \(EOIR\)](#)
Cc: [Jauregui, Maria \(EOIR\)](#); [Murphy, Rebecca V. \(EOIR\)](#); [Clay, Michael \(EOIR\)](#)
Subject: Status Docket: Emerging Issue
Date: Wednesday, December 19, 2018 5:47:46 PM

Judges:

I wanted to advise you of an issue I'm starting to see with some of the status docket referrals: IJ grants motion to refer lead case to status docket but the order makes no mention of the rider(s). Technically, if the order only applies to one of the family members, the other(s) must be severed and they then proceed on the scheduled hearing for which the entire family unit was originally scheduled. I've kicked back a few of these to make sure the IJ was aware of what was happening as bifurcation of the family can ultimately cause delay in the entire proceeding moving forward. I will continue to do so but wanted to alert you to consider the issue as you decide the motion before you.

Thanks:

Scott McDaniel
Deputy Court Administrator

San Francisco Immigration Court
100 Montgomery Street, Suite 800
San Francisco, California 94104

(b) (6)

(F) 415.544.9945

From: [McDaniel, Scott \(EOIR\)](#)
To: [All of San Francisco \(EOIR\)](#)
Subject: Status Docket Motions
Date: Wednesday, February 27, 2019 12:37:41 PM

Good Morning:

I'm writing to make a change to the status docket referral process. I ask that the IJ's assigned clerk issue the order/update CASE on the granted status docket referral motions before they are given to me. These motions are often filed last minute and are granted but not served before the hearing (often the next day). Many of you are already doing this – I ask that everyone now do it. There are too many referrals to process with the time I have available and I want to avoid people coming to court that don't need to come.

Thanks:

Scott McDaniel
Deputy Court Administrator

San Francisco Immigration Court
100 Montgomery Street, Suite 800
San Francisco, California 94104

(b) (6)

(F) 415.544.9945